



***Knights of Columbus Council 11984
Father Edward L. Richardson, SMA
Chesapeake, Virginia***

Our Mission: The Knights of Columbus is an organization of Catholic men in service to our Catholic Church, our communities, parishes, schools, neighborhoods and the many in need in our neighborhoods and around the world.

Our council is the Fr. Edward L. Richardson SMA Council 11984 and was chartered on May 25, 1997. We serve the Catholic communities of St. Stephen Martyr and the Holy Family Chapel, NSA Northwest. The Council conducts charitable activities supporting six areas: our Church, Community, Council, Youth, Family, and Culture of life.

Support Request Instructions

1. Purpose. The attached form provides a means for organizations and individuals to request support from our Council. Any person or organization may request support.

2. Procedures.

a. Complete the support request form. Fully describe your request. Your request will be read and voted upon at a business meeting whose attendance is limited to active Council members. The request should be understandable to a layman and provide enough information for us to gauge the scope of the project.

b. Submit the form as an attachment to an e-mail to contact@kofc11984.org or mail to Knights of Columbus, 569 Boston Ave, Chesapeake, VA 23322.

c. The Council will consider the request and bring it up as new business at our next business meeting. Our business meetings are held on the second Thursday of each month and, depending upon the nature of the request, we may require more than one business meeting to consider this request.

d. A Council representative will provide feedback to the requestor once the Council has made a decision so please provide accurate contact information.

3. Considerations. We are a self-supporting volunteer organization. Our members donate their time and talent in support of our Council mission. In general, we are better able to support requests for unskilled manpower than for other resources. Our fundraising activities primarily support meeting our internal operating expenses and charitable projects designated in our annual budget. To view our current Council's charitable events schedule please visit our web site and view our current Council Calendar.

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Chesapeake, Virginia**

Support Request

Date of Request: _____

Requester Name: _____

Telephone: _____

Email: _____

1. Please state the organization or committee on whose behalf this request is being made:

2. Are you the leader of this organization or committee? If not please provide their contact information also.

3. Does a current member of Council 11984 have knowledge of this need? If so, who?

4. Title of Request: _____

5. Primary Purpose of Request (check the one most applicable)

Church ___ Community ___ Council ___ Youth ___ Family ___ Culture of Life ___

6. Please briefly explain your request and include a description, location, and time considerations for the project. If financial assistance is being requested, please include the amount of that assistance.

7. What other agencies/organizations have you sought assistance from?

8. Would you like to come to our Council business meeting and present your request in person?
